



MINUTES
EXECUTIVE COMMITTEE MEETING – Virtual
Thursday, May 18, 2023 @ 10:00am

Members		Members		Staff & Guests Present
David McCraw, Chair	P	Sherry Sapp	P	Stacy Campbell-Domineck
Katrina Lunsford	P	Gary Clark	P	
Adil Khan	P	Scott Dimmick	P	

CALL TO ORDER

The meeting was called to order at 10:14a by Chair David McCraw, followed by introductions of those present.

APPROVAL OF MINUTES

Motion to approve the Executive Committee Meeting minutes of February 16, was made by Sherry Sapp and seconded by Scott Dimmick. All voted. Motion carried unanimously.

ACCEPTANCE OF CONSENT AGENDA

Motion to approve the Consent Agenda was made by Gary Clark and seconded by Adil Khan. All voted. Motion carried unanimously.

OLD BUSINESS: There was no old business.

EXECUTIVE COMMITTEE

Recommendation: Approved New Board Member Nominee – Ryan Reis

Chair McCraw directed the committee to pages 5-7 of the agenda packet and called for a motion to approve the recommendation for new Board member Ryan Reis. Scott Dimmick moved to approve the recommendation and Adil Khan seconded. The floor was open for discussion. There was minimal discussion. All voted and the motion was carried unanimously.

Report: Recent Statement of CSP Investment with GiveWell Community Foundation

Chair McCraw directed the committee to the April 2023 GiveWell Statement for CareerSource Polk’s Investment for informational purposes. Chair McCraw reminded the committee members that they all have access to login to see the monthly reports.

Report: Status of CEO Corporate Priorities for 3rd Quarter of PY2022-2023

Chair McCraw emphasized activities during the 3rd quarter as outlined in the report. Chair McCraw and the committee commended CEO Campbell-Domineck for the all the work being done and how the documentation of this work is greatly appreciated.

Recommendation: Approval of Chair Recommendation to Issue Performance Incentives to CEO for Q3

Chair McCraw brought forth the recommendation to approve an incentive for the CEO in the amount of \$5,500 for the 3rd quarter. Scott Dimmick made a motion to approve the Board Chair’s recommendation and Sherry Sapp seconded. The floor was open for discussion and there was minimal discussion. All voted. Motion carried unanimously.

FINANCE/AUDIT COMMITTEE

Recommendation: Approve Preliminary Budget for PY2023-204 Secretary/Treasurer Scott Dimmick brought forth the recommendation from the committee to approve the preliminary budget which reflects a slight increase. The floor was open for discussion. CEO Campbell-Domineck informed the committee that it is unusual that no workforce regions have received their allocations from DEO which usually comes in April. She informed the committee that she directed the VP of Finance to base the preliminary budget on this current years’ allocation. CEO Campbell-Domineck also informed that she was certain that the budget numbers will be included in CareerSource Florida’s Board Agenda to be reviewed and approved at their June Board meeting. CareerSource Polk will prepare its final budget in July for the August Board meeting for approval. The committee reviewed the results. There was some discussion. All voted. Motion carried unanimously.

WORKFORCE PERFORMANCE COUNCIL

Recommendation: Approval of One-Stop Operator Compliance Report for 3rd Quarter

Sherry Sapp brought forth the recommendation to approve the One-Stop Operator report as presented. The floor was open for discussion. There was no discussion. All voted. Motion carried.

Recommendation: Approval of Direct Provider of Services Report for 3rd Quarter

Sherry Sapp brought forth the recommendation to approve the Direct Provider of Services report as presented. The floor was open for discussion. There was no discussion. All voted. Motion carried.

Recommendation: Approve Training Providers and Programs for Initial Eligibility

Sherry Sapp directed the committee to page 24 of the agenda packet and brought forth the recommendation to add Air Traffic Control as a program on the Eligible Training Provider list. The floor was open for discussion. There was some discussion regarding the critical need for trained workers in this field. All voted. Motion carried unanimously.

Recommendation: Remove Florida International College located at 806 W Emmett St, Kissimmee, FL 34741 from the local Eligible Training Provider List (ETPL)

Sherry Sapp directed the committee to page 25 of the agenda packet and brought forth the recommendation to remove the provider for reasons outlined on the recommendation form including the fact that:

- Currently there are four (4) customers enrolled in varying programs who have reported the inability to complete training due to:
 - No contact from the school
 - No schedule available for externships
 - Inability to take the NCLEX.
 - The facility appears to be closed.
- CSP contacted the provider via phone and conducted a virtual meeting to discuss customer concern. The provider agreed to update CSP within 2 weeks of meeting with favorable results for the customers.
- The provider failed to respond to contact when the deadline for follow-up had passed.
- CSP staff attempted a site visit on 3/3/2023 and the address on file was vacated with a "For Lease" sign visible.
- Continued attempts to contact have yielded no results as phones are out of service and emails undeliverable.
- Google reviews are consistent with the above-mentioned issues.

The floor was open for discussion. There was minimal discussion. All voted. Motion carried unanimously.

YOUTH DEVELOPMENT COUNCIL (No Meeting)

CEO Update: CEO Campbell-Domineck shared with the committee the performance presentation to be presented at the Board meeting by DEO and explained the three slides that related to expenditure rates.

Meeting adjourned at 11:45 am